

TOWN OF NEWINGTON

TOWN HALL RENOVATION PROJECT BUILDING COMMITTEE

MINUTES

June 18, 2009

TOWN HALL CONFERENCE ROOM 1

- I. Call to Order – Chairperson Bottalico called the meeting to order at 3:03 pm.
- II. Roll Call – Members present: Jay Bottalico, Tom Bowen, Mike Lenares, Dan Carson, and Steve Woods (arrived at 3:10). Others present: Everett Weaver, Newington Community Television; David King, Kaestle Boos Associates; Kevin Leach, Leach Consulting Company; John Salomone, Town Manager; Robert Korpak, Director of Facilities Management; Lou Jachimowicz, Business Administrator (arrived at 3:20); and Jeff Baron, Director of Administrative Services.
- III. Public Participation - None
- IV. Review and take action on Lower Level Renovation Bids – Handouts were presented by Mr. Korpak. Sixteen bids were received, with Enfield Builders being the low bidder. The base bid and the three alternates combined total \$1,003,000, which are under budget and less than the estimate. A grant is being applied for to cover new equipment and some wiring for Newington Community Television, who will occupy this space. The work under the bid covers the area on the Town Hall Lower Level from the hallway entrance door to the former police department sally port, plus additional work on the Main Level to accommodate a computer server room. Hazardous material abatement in this latter area will be a separate contract. Enfield Builders has worked previously with the project architect and has a very good reputation. A verbal estimate of \$140,000 was stated as being the anticipated cost to finish off the remainder of the Lower level Area. A project budget was presented, showing the project to be in balance, and with a contingency of \$91,989. Mr. Bowen made a motion that the Committee recommend to the Town Council that the base bid and three alternate bids of Enfield Builders be accepted for the Town Hall Lower Level Renovations, totaling \$1,003,000; and that the Final Project Budget be approved as presented and forwarded to the Town Council. Second from Mr. Woods. The motion passed unanimously by a vote of 5 YES to 0 NO. The Town Manager was asked to provide to the Town Council information showing what will be done and the cost of each area. Mr. Baron was directed to issue a letter of intent to Enfield Builders.

- V. Review Revised Phasing Plan Cost Estimate Proposal – Mr. King presented a proposal for schematic design of the remainder of the building, for a cost of \$95,000. Mr. Salomone requested time to review the proposal and meet with Mr. King to discuss it further. It is anticipated that the next bid will be for the whole project. Architectural fees will be determined by the project budget and the number of times the Town goes out to bid. Departments, except for the Board of Education, have been notified they are going to remain at their present locations, with the exception of Human Services, who will be relocating to the Lower Level. The Superintendent of Schools is given similar control over where offices on the Upper Level will be located, so long as there is no project budget impact.
- VI. Any Other Business Pertinent to the Committee – The next meeting will be held at 3:00 pm on July 2nd to discuss financing for the project.
- VII. Public Participation – None.
- VIII. Response to Public Participation – None.
- IX. Adjournment – The meeting adjourned at 3:52 pm.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services